



City of Annapolis

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Recreation Advisory Board October 8, 2014

The Recreation Advisory Board (REC) of the City of Annapolis held its regularly scheduled meeting on October 8, 2014 at the Roger "Pip" Moyer Recreation Center and **Chair** Hamill called the meeting to order at 7:04p.m.

Present: **Chair** Hamill, **Vice Chair** Moyer, Aist, Jones, Rankin, Nelson, Harrison, B. Moyer Montgomery

Absent: Hughes, Lowman

Staff: Walters

Guest: Templeton, Samaras-(Chair, Recreation Council)

V. New Business

Director Interviews - Status

Chair Hamill reported that there is a new City Manager, Thomas Andrews and that there will be interviews for the Recreation and Parks Director this upcoming week. She clarified that there were approximately 40 applications that were reduced to 8-10 applications. The interviews were conducted through an objective process however, the panel was asked to interview three additional candidates who did not rate high in the objective process. The next step in the process is that the City Manager will be interviewing two of the candidates this upcoming Wednesday.

II. September 10, 2014 Meeting Minutes

Vice Chair Moyer moved approval of the September 10, 2014 meeting minutes as written. Ms. Nelson seconded the motion. The motion passed unanimously in a vote of 8-0.

III. Directors Monthly Report

Financial Update

Mr. Walters reported that the "She Sale" is being set up in the gymnasium and responded to the Board request for the financial viability of the Wee/She Sale as well as its impacts on the Center's daily operations. He provided the financial rental reports for both sales from August 2010 to current. The Department has netted approximately \$80,151 from both of these sales. To address the parking issue, Mr. Walters suggested having the Wee/She Sale rent the entire building at a cost based on the fee structure and this will alleviate the parking issues. He estimated approximately \$13,000 to \$15,000 for the She/Wee Sale to rent the building. The Board supports Mr. Walters' plan to rent the entire building during these sales but asked to be kept informed on the matter.

Mr. Walters reported that the format of membership was changed on July 1st and patrons are paying for their membership upfront to address some of the difficulties the Department was dealing with relating to credit cards. He provided a membership comparison report for August 2013-2014 and September 2013-2014. He reported that more revenues are being captured this year versus last year. The punch cards are no longer available. He provided summary of the revenues through a break down of the categories. He reported that membership is up, programs are up, facility rentals are down, miscellaneous is down, pool revenues are up and rentals are down. **The Board requested year end numbers for review to use for comparison to the budget numbers at the November meeting.**

Mr. Walters reported that a majority of his time has been consumed with legal issues such as the issues surrounding the Park located at Third and Chester. He has also been involved with addressing the removal of the Parole ES tennis courts and the request by the POS representative for mitigation of tennis courts loss. He noted that Parole ES (BOE) has agreed to install one tennis court and the POS representative has agreed to accept the playground as public amenities. The City Attorney and County Attorney has to sign the agreement. Relating to the Whitmore Park, the Martin Luther King Memorial trampled flowerbed will be addressed with the installation of a river stones walkway. The Department received a \$260,000 grant for Kingsport Park. The camps have all ended and Latchkey is beginning. The Board will expect that the incoming Director to have the ability to write policies and procedures. **The Board requested that Ms. Walaski notify of the policy for meals at the Latchkey programs.**

Ms. Aist moved that the Board recommends beginning the first quarter of 2015, that the Department began to write policies and procedures for the Department. **Vice Chair** Moyer seconded the motion. The motion passed unanimously in a vote of 9-0.

The Department asked why the Weems Whelan fields are only for games instead of rental and also are there any policies and procedures to address this issue. Mr. Walters will check into this and report at the November meeting.

IV. Regular Business Before the Board

There was none.

VI. Old Business

There was none.

Recreation Council

Ms. Samaras, Chair Recreation Council reported that the Recreation Council has not been active since the County took over the scheduling of the fields. She said it is her intent to make the Council active again so that it can be of value to the Board. There was a discussion regarding having the Recreation Council getting involved with other sports as a feeder into college. Ms. Samaras said that field hockey is a great feeder for college. She noted that it is important to form a team in order for there to be a feeder into college. She agreed to come back and share with the Board what is going on with the County fields.

Shooting

Mr. Walters reported that the suspect was caught and not only was there the victim who was shot but onlookers who also witness the shooting who may emotional issues. The video information was helpful and cameras will be added as well as the videotaping system will be expanded. The APD has some cameras in the woods and portable cameras at the foot bridge. There are alarms on the doors. Mr. Walters reported that the Center will be an Annapolis MS emergency response back up in the event of an emergency. Ms. Templeton asked if there are any securities completed on the court to address conflicts that occur on the court. Mr. Walters responded that there is no monitoring of the parking lot, however, there is a camera to capture activity in the lots that is looped every 30 days.

Mr. Montgomery noted that Mr. Lowman has raised the issue regarding the cleaning of the buildings and asked if the financial that support maintenance been cut back. Mr. Moyer will discuss the concerns from the employee and Ms. Jones said the Stanton Center cleaning crew also had concerns so should be discussed at the November meeting as well.

VII. Adjournment

Ms. Aist moved to adjourn the meeting at 8:15pm. Mr. Harrison seconded the motion. The motion passed unanimously in a vote of 9-0.

The next meeting is scheduled for November 12, 2014 at the PMRC at 7:00pm.